



**Florida Department of Environmental Protection
State Revolving Fund (SRF) Program
PROJECT SPONSOR'S BID CERTIFICATION**

Project Sponsor: _____
Project Number: _____
Contract description: _____
Contractor selected: _____
Pre-Construction date: _____
Expected Construction date: _____

Submit the following documents to the State Revolving Fund Program:

Attachments

1. Any addenda not previously accepted by DEP.
2. Certification that contractor is not debarred.
3. Copy of advertisement (including affidavit) in a statewide publication (with circulation over 50,000) or electronic plan room.
4. Signed bid tabulation for all the bidders.
5. Contractor's bid proposal.
6. Engineer's letter (to Project Sponsor) recommending contract award.
7. Copy of bid bond or other security or payment and performance bond if contract has been awarded.
8. Certification from Appendix A, FDEP Supplementary Conditions
9. Submit schedule of values in Excel form where you identify items that need to comply with AIS, BABA and DE-MINIMIS.
10. The most recent Davis Bacon wage rates. A wage determination update issues less than 10 days before bid opening shall be in effect in the contracts. For the recent rates go to <https://www.wdol.gov/dba.aspx>

If required by the loan, items 10 through 12 MUST be submitted before the contract can be approved.

11. List of minority and women's (M/WBE) subcontractors, stating name, address, whether minority or women's business, and anticipated subcontractor amount. Include current certifications for each M/WBE subcontractor. Also, note if the prime contractor is M/WBE.
12. Certification of affirmative steps for M/WBE participation, signed by the project's Authorized Representative.
13. If the contract includes equipment procured through negotiation, submit certification by the authorized representative of compliance with all conditions in the DEP letter approving negotiated procurement.

The Following Items are Needed After Contract Award

1. Copy of Notice To Proceed (NTP).
2. Copy of the executed contract between the sponsor and contractor.
3. Certification of contractor's bonding and insurance or copies of payment and performance bond, if not previously submitted.

The sponsor acknowledges this request for procurement process approval is independent of any Department determination regarding funding eligibility, funding commitment, or funding amount, which will be communicated separately and in accordance with Chapter 62-503, Florida Administrative Code (F.A.C.) and/or Chapter 62-552, F.A.C., as applicable.

Further, the borrower acknowledges that proceeding with procurement prior to Department approval of the procurement process and a Department funding determination is at borrower's own risk.

Signature of Authorized Representative

Date



**Florida Department of Environmental Protection
State Revolving Fund (SRF) Program**

**Certification Regarding Debarment,
Suspension, Ineligibility and Voluntary
Exclusion**

The Local Government hereby certifies that they have searched the records from the Excluded Party System List (ESPL) and this [web link](#) to verify that the named contractor and subcontractors do not have an active exclusion. Include all subcontractors. (Click on ADVANCED SEARCH – EXCLUSION)

Printed Name of Authorized Representative

Local Government (City/Town)

Signature of Authorized Representative

Title

Project Number

Project Name

Name of Contractor

Date

Name of Subcontractor

Date

Name of Subcontractor

Date

Name of Subcontractor

Date

Use Additional Sheets as Necessary